

**THE GARDENS AT HERITAGE GREEN  
CONDOMINIUM ASSOCIATION, INC.**

**Minutes of the Board Meeting  
Tuesday, August 27, 2013**

The Board of Directors of The Gardens at Heritage Green Condominium Association, Inc. met on Tuesday, August 27, 2013 at Prudential Realty, 7522 East Brainerd Road, Chattanooga, TN 37421 from 6:00 pm – 7:30 pm.

Attendance is as follows:

Norman R. Miller – President (present)  
Jack Carney – Vice President (present)  
Judy Webster – Treasurer (absent-sick)  
Ursula Jenkins - Secretary (present)  
JoAnne Harbort – Chair Finance/Accounting Committee (present)  
Don Wilson – Chair Landscape Committee (present)  
Kenny Burnette – Chair Insurance/Asset Management Committee (present)  
Lynda Hendrickson – Chair Architectural Committee (absent-work)

Agenda for 8/27/13 meeting is attached.

Unit Owners/Guests in attendance: Sherry Summers (761).

Norm Miller called the meeting to order. The meeting commenced at 6:00 p.m.

The following items were addressed:

1. Minutes. The Minutes for the previous 7/22/13 regular board meeting were reviewed and are attached. Motion to approve the minutes was made by Jack Carney, seconded by Kenny Burnette and unanimously approved by the Board.
2. Landscape/Maintenance Committee. Don Wilson and Ursula Jenkins presented the Board with the Landscape/Common Area Committee report. (The report is attached to these minutes). Don started the report by discussing landscape issues, new landscaping company.
  - Discussion regarding Fine Lines starting 9/3. Dan Abbott finishing up in the Gardens. Has finished trimming and retrimmed some bushes.
  - Don will ask Fine Lines regarding spraying of crepe myrtles.
  - We have allowed for 5 sprayings by Tru Green in the new 2014 budget.
  - Tim Morgan is to continue painting - schedule is attached.
  - Tim also to continue on other "to do items" on attached list time/weather allowing.
  - Sodding will need to be done for 814, 636, 1008, 1022, 428, 252, 416 and 1048 so far in the fall.
  - Most bird's nests have been cleaned off of front porches and repellent applied.
  - Board to look at mulch glue.- \$34 covers 1500 square feet. There are some units where roof is so steep that water overflows gutters and mulch is washed away.
  - Irrigation issue - Port Raulston gave estimate and quote on repairing standing water issues between 761 and 769. Board discussed this. Thought it would be better to hire ditch witch to dig into ground under sidewalk and put in tank to hold run off water into drainage in greenway. Port to give new estimate on repairing water issues using ditch witch.
  - We have had satellite dishes removed off of roofs of 5 units.

- All gutters will be cleaned in the fall when Tim finishes painting.
- Tim to give us estimate to repaint front entrance sign - to be done in the Fall.
- List will be formed of units needing roof shingles tacked back in place.
- Gate at 812 has been ordered.
- Quite a few unit owners are not disposing of trash cans properly. It will be addressed in newsletter and after that, stickers will be ordered. Trash cans will be marked and removed off complex grounds if they are not put up.
- We are to ask Tim for estimate to repair (fill in some of the cracks) for some of the concrete, especially in back right corner of complex.
- 949 - John Phillips to be sent letter regarding his niece's new roommate - driving in grass/parking in grass issues.
- Jody Millard Pest Control will finish inspecting/treating the outside of units on 9/4. (So far they have only treated 43 units.) After 9/4 they are to contact unit owners to schedule time to look inside garages to make sure termites have not found new homes.
- Lady Bug continues to come out to complex to spray inside of units regarding ants.

Motion to approve Landscape Committee report was made by Joanne Harbort, seconded by Jack Carney and unanimously approved by the Board.

3. Architectural Committee. Lynda Hendrickson was absent due to prior engagement. There was no report except that her committee previously approved a new fence at unit 769 (Sandy Wells) and a new fence at unit 814 (Jeanie Friant).

4. Insurance/Asset Committee. Kenny Burnette gave the Insurance Asset Committee report (Attached). Some discussion about reserves, roofs, concrete roadways/alleyways and gutter repair work to be done. Also discussion regarding claims. John Copeland with Cornerstone Insurance has asked to bid on the HOA insurance policy next September, 2014.

Motion to approve Insurance/Asset Committee report was made by Jack Carney, seconded by Joanne Harbort and unanimously approved by the Board.

5. Treasurer. Joanne Harbort gave the Treasurer's report and the Finance Accounting Committee report in Judy Webster's absence.. (Copy of all financials attached to these minutes). The financials were reviewed, checks written were signed by 2 people. The accounts were properly reconciled via e-mail from Judy Webster in early August, 2013. Some discussion of accounts receivable. Dan Trotter to pay delinquent amount in full on September 8.

The 2014 budget was discussed. Only change would be the second line. We will show 126 units paying instead of 127 or 129 since we normally have about 4 unit owners paying late. Ursula will ask Kate to rerun the budget for the mail out.

Motion to approve Treasurer's Report and the Finance Accounting Committee report was made by Don Wilson, seconded by Jack Carney and unanimously approved by Board.

6. Miscellaneous Items.

- (a) Our next board meeting will be Monday, 9/9/13.
- (b) Newsletter was discussed. Several changes made.

There being no further business the meeting was adjourned. Motion to approve was made by Don Wilson and seconded by Jack Carney.